

THE ASSIST AGENCY, INC.
FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED DECEMBER 31, 2014

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* A PROFESSIONAL CORPORATION
** A LIMITED LIABILITY COMPANY

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
The Assist Agency, Inc.
Crowley, Louisiana

Report on the Financial Statements

We have audited the accompanying financial statements of The Assist Agency, Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 2014, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Assist Agency as of December 31, 2014, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 15, 2015, on our consideration of The Assist Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering The Assist Agency's internal control over financial reporting and compliance.

***Wright, Moore, DeHart,
Dupuis & Hutchinson***

WRIGHT, MOORE, DEHART,
DUPUIS & HUTCHINSON, LLC
(Certified Public Accountants)

Lafayette, Louisiana
June 15, 2015

THE ASSIST AGENCY, INC.

**STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2014**

ASSETS

CURRENT ASSETS

Cash and Cash Equivalents	\$ 198,100
Accounts Receivable	33,957
Other Receivables	145,465
Other Receivables - Interfund	1,326
Investments in Partnerships	100
Prepaid Expenses	5,333
Notes Receivable - Current Portion	26,139
Allowance for Uncollectible Notes Receivable	<u>(26,139)</u>
Total Current Assets	<u>384,281</u>

FIXED ASSETS

Furniture and Equipment	66,273
Vehicles	1,425
Land	<u>28,393</u>
Total	96,091
Less: Accumulated Depreciation	<u>(55,414)</u>
Net Fixed Assets	<u>40,677</u>

TOTAL ASSETS \$ 424,958

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts Payable	\$ 36,830
Accrued Payroll	13,486
Payroll Tax Liabilities	<u>2,898</u>
Total Current Liabilities	<u>53,214</u>

OTHER LIABILITIES

Accrued Compensated Absences	17,652
Security Deposits	<u>1,450</u>
Total Other Liabilities	<u>19,102</u>

TOTAL LIABILITIES

72,316

NET ASSETS

Unrestricted	351,242
Temporarily Restricted Net Assets	<u>1,400</u>
Total Net Assets	<u>352,642</u>

TOTAL LIABILITIES AND NET ASSETS \$ 424,958

The Accompanying Notes are an Integral Part of These Statements.

THE ASSIST AGENCY, INC.

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2014**

CHANGES IN UNRESTRICTED NET ASSETS:

UNRESTRICTED REVENUES AND SUPPORT

Contributions	\$ 2,252
Interest Income	590
Partnership Income	23,366
Other	<u>45,919</u>
Total Unrestricted Revenues and Support	72,127

NET ASSETS RELEASED FROM RESTRICTIONS

Program Restrictions Satisfied	<u>862,270</u>
Total Revenues, Support, and Net Assets Released From Restrictions	<u>934,397</u>

EXPENSES

Program Activities:

Community Services Block Grant Program	370,047
Emergency Food and Shelter Program	10,000
Elderly Services Program	60,106
Emergency Solutions Grant Program	19,813
J&K Hope Center Program	124,228
Summer Food Service Program	118,485
Other Program Activities	<u>50,542</u>

Total	753,221
Management and General	138,658
Fundraising Activities	<u>1,142</u>
Total Expenses	<u>893,021</u>

INCREASE IN UNRESTRICTED NET ASSETS	<u>41,376</u>
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CHANGES IN TEMPORARILY RESTRICTED NET ASSETS:

Grants	735,368
Contributions	103,284
Net Assets Released From Restrictions	<u>(862,270)</u>

DECREASE IN TEMPORARILY RESTRICTED NET ASSETS	<u>(23,618)</u>
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INCREASE IN NET ASSETS	17,758
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NET ASSETS AT BEGINNING OF PERIOD	<u>334,884</u>
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NET ASSETS AT END OF PERIOD	<u>\$ 352,642</u>
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The Accompanying Notes are an Integral Part of These Statements.

THE ASSIST AGENCY, INC.

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2014**

	<u>PROGRAM ACTIVITIES</u>	<u>MANAGEMENT AND GENERAL</u>	<u>FUNDRAISING</u>	<u>TOTAL</u>
Compensation and Related Expenses:				
Salaries	\$ 416,580	\$ 51,073	\$ -	\$ 467,653
Employee Benefits				
Payroll Taxes	33,800	4,348	-	38,148
Retirement Expense	3,425	826	-	4,251
Group Insurance	14,372	11,676	-	26,048
Compensated Absences	-	18	-	18
Total	468,177	67,941	-	536,118
Administrative Fees	-	7,172	-	7,172
Advertising	41	5	-	46
Automobile Expenses	8,212	-	-	8,212
Bank Charges	-	479	-	479
Community Food	1,858	-	-	1,858
Contract Labor	36,555	-	-	36,555
Depreciation	5,162	-	-	5,162
Dues and Subscriptions	1,808	-	-	1,808
Emergency Assistance	82,339	-	-	82,339
Financial Education	2,250	-	-	2,250
Food	40,512	-	-	40,512
Fundraising	-	-	1,142	1,142
Insurance	998	9,913	-	10,911
Audit and Professional Fees	-	29,686	-	29,686
Medical Expenses	6,500	-	-	6,500
Meeting Expenses	-	2,660	-	2,660
Miscellaneous Expense	739	5,143	-	5,882
Office Expense/Supplies	8,073	2,156	-	10,229
Penalties and Fines	-	647	-	647
Postage	588	196	-	784
Registration Fees	-	1,085	-	1,085
Rent Expense	52,499	8,255	-	60,754
Repairs and Maintenance	4,327	948	-	5,275
Supplies	7,655	27	-	7,682
Telephone	12,236	814	-	13,050
Travel	4,204	1,438	-	5,642
Utilities	8,488	93	-	8,581
Totals	<u>\$ 753,221</u>	<u>\$ 138,658</u>	<u>\$ 1,142</u>	<u>\$ 893,021</u>

The Accompanying Notes are an Integral Part of These Statements.

THE ASSIST AGENCY, INC.

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2014**

CASH FLOWS FROM OPERATING ACTIVITIES

Increase in Net Assets	\$ 17,758
Adjustments to Reconcile Increase in Net Assets to Net Cash Provided By Operating Activities:	
Depreciation	5,162
Change in Assets and Liabilities:	
Increase in Accounts Receivable	(19,282)
Increase in Other Receivables	(2,473)
Increase in Prepaid Insurance	(159)
Decrease in Accounts Payable	(816)
Increase in Payroll Related Liabilities	5,566
Increase in Accrued Compensated Absences	<u>227</u>
Net Cash Provided By Operating Activities	<u>5,983</u>

CASH FLOWS FROM INVESTING ACTIVITIES

Purchases of Fixed Assets	(4,089)
Principal Payments Received on RBEG Program Loans	<u>23,055</u>
Net Cash Provided By Investing Activities	<u>18,966</u>

NET INCREASE IN CASH 24,949

CASH AND EQUIVALENTS, BEGINNING OF PERIOD 173,151

CASH AND EQUIVALENTS, END OF PERIOD \$ 198,100

The Accompanying Notes are an Integral Part of These Statements.

THE ASSIST AGENCY, INC.

**NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2014**

(A) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Operations – The Assist Agency, Inc. is a non-profit corporation chartered by the State of Louisiana on March 15, 1976. The Primary function of The Assist Agency, Inc. is to provide services to low-income, handicapped and homeless individuals in the form of weatherization assistance, emergency food and shelter, food distribution, low-income housing assistance and other related social and emergency services in Acadia, Vermilion and Jefferson Davis Parishes. The Board of Directors governs the operations of the Organization and those Directors receive no compensation for their services.

Financial Statement Presentation –The Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Basis of Accounting - The financial statements of The Assist Agency, Inc. have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Contributions - Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence and/or nature of any donor restrictions.

Income Taxes - The Organization is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code, except on net income derived from unrelated business activities. The Organization believes that it has appropriate support for any tax positions taken, and as such, does not have any uncertain tax positions that are material to the financial statements.

The Organization's federal Exempt Organization Business Income Tax Returns (Form 990T) for 2011, 2012, and 2013 are subject to examination by the IRS, generally for three years after they were filed.

Donor Restricted Funds – All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as temporarily restricted or permanently restricted support that increases these net asset classes. However, if a restriction is fulfilled in the same time period in which the contribution is received, the Organization reports the program restrictions satisfied.

Property and Equipment – Property and equipment are valued at historical cost for assets purchased and at fair market value at the date of donation for contributed assets. Donations of property and equipment are recorded as support at their estimated fair market value and are reported as unrestricted unless the donor has restricted the donated assets for a specific purpose. The Organization is not allowed to dispose of any fixed assets purchased with grant proceeds without the approval of the grantor agency. In addition, the Organization currently uses equipment whose title is held by the Louisiana Department of Labor under the Community Services Block Grant. Depreciation is computed using the straight-line method over the assets' useful lives. Depreciation expense was \$5,162 for the year ended December 31, 2014.

Cash and Cash Equivalents – For purposes of the Statement of Cash Flows, the Organization considers all investments purchased with an original maturity of three months or less to be cash equivalents, excluding permanently restricted cash and cash equivalents.

THE ASSIST AGENCY, INC.

**NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2014**

(A) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

Federal Financial Awards - Revenues for direct and indirect federal grants and contracts are recorded based on expenses incurred for contracts that are on a cost reimbursement basis, and based on the units of service for those contracts which are on a fee for service basis. In the statement of activities, these revenues are referred to as Grants and Other Unrestricted Revenues and Support. Related contract receivables are referred to as accounts receivable in the statement of financial position.

Donated Services – The Organization recognizes donated services that (a) create or enhance nonfinancial assets or (b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. At December 31, 2014, there were no material donated services.

Use of Estimates – The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Functional Allocation of Expenses - The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Advertising Costs – The Organization uses advertising to promote its programs among the individuals it serves. The cost of this advertising is expensed as incurred. Advertising costs for the year ended December 31, 2014 was \$46.

(B) TEMPORARILY RESTRICTED NET ASSETS

Net Assets were released from donor restrictions by incurring expenses satisfying the purpose or time restrictions specified by donors as follows:

Community Services Block Grants	\$ 476,613
Elderly Services Program	68,459
Emergency Shelter National Board Program	10,000
Fund for Gulf Communities Grant	7,415
HUD Continuum of Care Program	101,260
HUD Emergency Solutions Program	19,813
HUD Home Investment Partnership Program	35,052
Summer Feeding Program	124,129
United Way Financial Counseling Program	7,731
United Way Emergency Assistance Program	7,795
Volunteer Income Tax Assistance (VITA)	3,766
Miscellaneous Restricted Donations	217
Total	<u>\$ 862,270</u>

THE ASSIST AGENCY, INC.

**NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2014**

(C) ACCOUNTS RECEIVABLE

At December 31, 2014 accounts receivable was comprised of the following:

LA Housing Finance Agency /	
HUD Emergency Solutions Program	\$ 17,998
HUD Continuum of Care Program	9,175
J&K Hope Center	2,464
Property Management Fees	<u>4,320</u>
Total	<u>\$ 33,957</u>

The Organization generally does not require collateral, and the majority of its receivables are unsecured. The carrying amount for accounts receivable approximates fair value.

(D) ACCRUED COMPENSATED ABSENCES

Employees earn from six to eighteen days each of annual leave and sick leave each year, depending on their length of service. The maximum amount of annual leave an employee is allowed to carry over is 120 hours (15 days). Upon termination, employees are paid for all unused annual leave (up to 120 hours). Accordingly an accrual has been made for accumulated annual leave as of December 31, 2014.

(E) RETIREMENT PLAN

The Organization contributes to a Savings Incentive Match Plan for Employees of Small Employers (SIMPLE). All employees of the Organization are eligible to participate. The Organization contributes up to 3.00% of each employee's compensation for the calendar year to a SIMPLE IRA for each employee who has at least \$5,000 in compensation for the previous year. Retirement plan expense for the year ended December 31, 2014 was \$4,251.

(F) INVESTMENTS IN LIMITED PARTNERSHIPS

On December 15, 1995, the Organization entered into a limited partnership known as Southwind Apartments, ALPIC, as managing general partner. The partnership owns and operates a multi-family housing facility in Jefferson Davis Parish, Louisiana, for use and occupancy by individuals and families of low to moderate income, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of .50% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

On October 23, 1997, the Organization entered into a limited partnership known as Westfield Apartments, ALPIC, as managing general partner. The partnership owns and operates a multi-family housing facility in Jefferson Davis Parish, Louisiana, for use and occupancy by individuals and families of low to moderate income, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of .50% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

THE ASSIST AGENCY, INC.

**NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2014**

(F) INVESTMENTS IN LIMITED PARTNERSHIPS – continued...

On September 21, 2000, the Organization entered into a limited partnership known as Acadian Place Apartments, ALPIC, as managing general partner. The partnership was formed to develop multi-family housing in Church Point, Louisiana, for use and occupancy by individuals and families of low to moderate income, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of .01% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

On September 21, 2000, the Organization entered into a limited partnership known as Southern Apartments Partnership, as managing general partner. The partnership was formed to develop multi-family housing in Iota, Louisiana, for use and occupancy by individuals and families of low to moderate income, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of 2.50% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

On May 15, 2006, the Organization entered into a limited partnership known as Bobby Smith Subdivision I Limited Partnership, as managing general partner. The partnership was formed to develop, build, own and operate a scattered site residential housing complex Acadia Parish, for the purposes of providing affordable housing, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of .005% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

On May 15, 2006, the Organization entered into a limited partnership known as Bobby Smith Subdivision II Limited Partnership, as managing general partner. The partnership was formed to develop, build, own and operate a scattered site residential housing complex in Acadia Parish, for the purposes of providing affordable housing, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of .005% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

On March 15, 2007, the Organization entered into a limited partnership known as South Church Point Subdivision Limited Partnership, as managing general partner. The partnership was formed to develop, build, own and operate a scattered site residential housing complex in Acadia Parish, for the purposes of providing affordable housing, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of .005% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

In February 2013, the Organization (as a CHDO Developer) entered into a Development Services Agreement with James A. Herod Apartments, Inc. to renovate a public school building into 18 two-bedroom units to house residents in a substance abuse treatment program while helping them to mainstream back into society in Abbeville, La. Funding for the project is from Louisiana Housing Finance Agency, Federal Home Loan Bank of Dallas, HOME, and Louisiana Recovery Authority.

The Organization is paid for services provided to the partnerships. For the year ended December 31, 2014, the Organization received \$9,900 for these services. The Organization also received developer fees in the amount of \$13,467 related to the James Herod Apartments Phase II project.

THE ASSIST AGENCY, INC.

**NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2014**

(G) NOTES RECEIVABLE

During 2001, the Organization loaned \$30,000 that it received from USDA-Rural Development under The Rural Business Enterprise Grant (RBEG) Program. Funds under this program may only be loaned to approved entities and are non-transferable. The funds were loaned to a small business at 7.00% for 115 months. The monthly payment is \$594.04. At year end, the market value of this note approximated the reported cost.

\$ 26,139

Less: Current Portion

26,139

Long Term Portion of Revolving Loans Receivable

\$ 0

The allowance for uncollectible receivables is the total of the note in the amount of \$26,139 which has been determined potentially uncollectible due to a failure to receive payments and the bankruptcy of the debtor.

Net Notes Receivable at December 31, 2014 are as follows:

Total Revolving Loans Receivable \$ 26,139

Less: Allowance for Uncollectible Loans Receivable (26,139)

Net Total Revolving Loans Receivable \$ 0

(H) CONCENTRATIONS OF CREDIT RISK

The Organization receives funding from the U.S. Department of Health and Human Services in the form of Community Services Block Grant funds that are passed through the Louisiana Department Labor, Office of Workforce Development. During 2014, the Organization received \$476,613 of Community Services Block Grants. This amount represents 52.33% of total revenues and support received by the Organization for the year ended December 31, 2014. A change in this funding could substantially affect the operations of the Organization.

(I) RELATED PARTY TRANSACTION

In June 2008, Friends of ASSIST, a 501(c)(3) Organization sharing a common board of directors with The Assist Agency, Inc. was formed. In 2009, The Assist Agency, Inc. advanced a total of \$91,269 in cash and organizational expense payments on behalf of the Friends of ASSIST. During 2011, The Organization advanced an additional \$50,600 to Friends of Assist, in 2012 the Organization made \$1,633 of expense payments and in 2014 the Organization made \$2,472 of expense payments. The Organization intends to collect the amount and it is therefore classified as a current asset in the amount of \$145,975 reported in Other Receivables as of December 31, 2014.

THE ASSIST AGENCY, INC.

**NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2014**

(J) FINANCIAL INSTRUMENTS

Financial instruments that potentially subject The Assist Agency, Inc. to concentrations of credit risk consist principally of temporary cash investments. The Organization places its temporary cash investments with one high quality financial institution. At times amounts may be in excess of FDIC insurance limits. As of December 31, 2014, the Organization had no significant concentrations of credit risk.

The fair values of The Assist Agency, Inc.'s financial instruments are as follows:

Cash and short-term investments – The carrying amount approximates fair value because of the short maturities of those investments.

Long-term liabilities – Fair value approximates carrying value since rates are similar to rates currently available to the Organization for debt with similar terms and remaining maturities.

(K) NONCOMPLIANCE WITH GRANTOR RESTRICTIONS

Financial awards from federal, state, and local governmental entities in the form of grants are subject to special audit. Such audits could result in claims against the Organization for disallowed costs or noncompliance with grantor restrictions. No provision has been made for any liabilities that may arise from such audits since the amounts, if any, cannot be determined at this date.

(L) COMPENSATION OF BOARD MEMBERS

Members of the Board of Directors of the Agency received no compensation from the Organization for services rendered as directors during 2014.

(M) COMPENSATION, BENEFITS AND OTHER PAYMENTS OF THE EXECUTIVE DIRECTOR

A detail of compensation, benefits, and other payments paid to Sharon Clement, Executive Director, for the year ended December 31, 2014.

Salary	\$ 55,152
Retirement	1,388
Insurance	1,680
Travel reimbursements	<u>154</u>
Total	<u>\$ 58,374</u>

(N) SUBSEQUENT EVENTS

Subsequent events were evaluated through June 15, 2015, which is the date the financial statements were available to be issued.

THE ASSIST AGENCY, INC.

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2014**

Federal Grantor Program Title	Federal CFDA Number	Identifier Number	Federal Expenditures	Amounts to Subrecipients
U.S. Department of Health and Human Services				
Passed through the Louisiana Department of Labor, Office of Workforce Development:				
Community Services Block Grants:				
CSBG Subgrant	93.569 *	2013N0039	\$ 101,228	\$ -
CSBG Subgrant	93.569 *	2014N0039	375,385	-
Passed through the United Way of Acadiana:				
Emergency Food and Shelter Grant	97.024	Phase 31	10,000	-
U.S. Department of Housing and Urban Development				
Special Needs Assistance and Supportive Housing Program:				
Continuum of Care Grant	14.236	LA0009L6H001205	75,423	-
	14.236	LA0221L6H001300	25,837	-
Passed through the Louisiana Housing Corporation and Acadia Parish Police Jury:				
Emergency Solutions Grant	14.231	-	19,813	-
Passed through the Louisiana Housing Corporation and Home Investment Partnership Program				
Community Housing Development Organization	14.239	-	35,052	-
U.S. Department of the Treasury				
Passed through the United Way of Acadiana:				
Volunteer Income Tax Assistance (VITA) Grant	21.009	VITA2014	3,766	-
U.S. Department of Agriculture				
Passed through the Louisiana Department of Education, Division of Nutrition Support:				
Summer Food Service Program Grant	10.559	-	<u>88,864</u>	<u>-</u>
Total Expenditures			<u>\$ 735,368</u>	<u>\$ -</u>

* - denotes a major program

NOTE:

The accompanying Schedule of Expenditures of Federal Awards is prepared on the accrual basis of accounting.

MOORE, DEHART, DUPUIS & HUTCHINSON, L.L.C.

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** A LIMITED LIABILITY COMPANY

M. TROY MOORE, CPA^
MICHAEL G. DEHART, CPA, CVA, MBA * +
JOE D. HUTCHINSON, CPA * +

+RETIRED
^DECEASED



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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors
The Assist Agency, Inc.
Crowley, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of The Assist Agency, Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 2014, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated June 15, 2015.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Assist Agency's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Assist Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether The Assist Agency's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended solely for the information and use of the Board of Directors, management, others within the organization, federal awarding agencies, pass-through entities and the Louisiana Legislative Auditor and is not intended to be and should not be used by anyone other than those specific parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document, therefore its distribution is not limited.

*Wright, Moore, DeHart,
Dupuis & Hutchinson*

WRIGHT, MOORE, DEHART,
DUPUIS & HUTCHINSON, LLC
(Certified Public Accountants)

Lafayette, Louisiana
June 15, 2015

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INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

The Board of Directors
The Assist Agency, Inc.
Crowley, Louisiana

Report on Compliance for Each Major Federal Program

We have audited The Assist Agency's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of The Assist Agency's major federal programs for the year ended December 31, 2014. The Assist Agency's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of The Assist Agency's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about The Assist Agency's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of The Assist Agency's compliance.

Opinion on Each Major Federal Program

In our opinion, The Assist Agency, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2014.

Report on Internal Control Over Compliance

Management of The Assist Agency, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered The Assist Agency's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of The Assist Agency's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

This report is intended solely for the information and use of the Board of Directors, management, others within the organization, federal awarding agencies, pass-through entities and the Louisiana Legislative Auditor and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

***Wright, Moore, DeHart,
Dupuis & Hutchinson***

WRIGHT, MOORE, DEHART,
DUPUIS & HUTCHINSON, LLC
(Certified Public Accountants)

Lafayette, Louisiana
June 15, 2015

THE ASSIST AGENCY, INC.

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED DECEMBER 31, 2014**

We have audited the financial statements of The Assist Agency, Inc. as of and for the year ended December 31, 2014, and have issued our report thereon dated June 15, 2015. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by Comptroller General of the United States. Our audit of the financial statements of December 31, 2014 resulted in an unmodified opinion.

Section I Summary of Auditors' Reports

a. Report on Internal Control and Compliance Material to the Financial Statements

Internal Control

Significant Deficiencies

☐ Yes

☒ No

Material Weaknesses

☐ Yes

☒ No

Compliance

Noncompliance Material to Financial Statements

☐ Yes

☒ No

b. Federal Awards

Major Programs Identification

The Assist Agency, Inc. at December 31, 2014, had one major program cluster:

- Department of Health and Human Services – Passed through the Louisiana Department of Labor, Office of Workforce Development- Community Services Block Grant CFDA No. 93.569

Low-Risk Auditee

The Assist Agency, Inc. is considered a low-risk auditee for the year ended December 31, 2014.

Major Programs - Threshold

The dollar threshold to distinguish Type A and Type B programs is \$300,000 for the year ended December 31, 2014.

THE ASSIST AGENCY, INC.

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS - CONTINUED
YEAR ENDED DECEMBER 31, 2014**

Auditors' Report - Major Programs

An unmodified opinion has been issued on The Assist Agency, Inc.'s compliance for its major programs as of and for the year ended December 31, 2014.

Significant Deficiencies – Major Program

There were no significant deficiencies noted during the audit of the major federal program.

Section II - Financial Statement Findings

None

Section III - Federal Awards Findings and Questioned Costs

The audit did not disclose any material noncompliance findings or questioned costs relative to its federal programs.

THE ASSIST AGENCY, INC.

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
YEAR ENDED DECEMBER 31, 2014**

Section I - Internal Control and Compliance Material to the Financial Statements

Finding No. 2013-1

Finding:

Management failed to take all steps necessary to ensure that an effective structure of internal control was in place and functioning as designed in order to prevent, or detect and correct material misstatements on a timely basis and maintain sufficient documentation for material non-recurring journal entries.

Recommendation:

Management should implement procedures to insure that an adequate structure of internal control is in place and functioning as designed.

Follow-up:

The condition was resolved. No findings were noted in the 2014 audit.

Section II - Internal Control and Compliance Material to Federal Awards

Not Applicable.

Section III - Management Letter

Not Applicable.

THE ASSIST AGENCY, INC.

**MANAGEMENT'S CORRECTIVE ACTION PLAN
YEAR ENDED DECEMBER 31, 2014**

This section is not applicable in the current year.